

# TGMI Steering Committee Agenda

Date: Tuesday, April 18, 2017

Place: Andrew Jackson Building

Conference Room #225, Ground Floor

## Call to Order - Welcome: Marcus Dodson

The regular meeting of the TGMI Steering Committee was called to order at 8:07 AM.

## Attendance

Committee Member	Member Name	Voting Member	Present	Phone
Chair	Marcus Dodson - 2014	Yes	X	
Vice-Chair	Alayna Duffel	Yes		
Past Chair	Michelle Smith - 2013	Yes		X
Past Class President	Jason Seay – 2015	Yes	X	
Past Class Member	Shelley Walker – 2015	Yes		
Present Class President	Neru Gobin – 2016	Yes		
Present Class Member	Sherron Brown – 2016	Yes		X
Member At-Large (1st Year)	Michelle Hamblin	Yes	X	
Member At-Large (1st Year)	Nneka Norman-Gordon – 2012	Yes		X
Member At-Large (2nd Year)	Julie Brindle – 2013	Yes	X	
Member At-Large (2nd Year)	Cynthia Taylor – 2008-I	Yes		X
DOHR Ex-Officio	Trish Holliday - 2008-I	No		
DOHR Representative	Antonio Meeks	No		
DOHR Representative	Craig S. Raymer	No		
Visitor	April Romero	No		
Visitor	Tresa Jones	No		

Quorum: Yes

## Secretary Report: Cyndi Taylor

The March 2017 minutes were approved April 17, 2017 with a motion from Michelle Hamblin and a second by Nneka Norman-Gordon.

## Treasurer's Report: Jason Seay

We need to coordinate ASAP to get the bank account transferred over to the 2017 officers.

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## **Old Business**

### Charter Committee: Marcus Dodson

April was not available for today's meeting. There was no old business to report.

### Communications Committee: Alayna Duffel

Alayna was not present to provide an update.

### Community Service: Neru Gobin

Neru was not available for today's meeting. No old business was presented.

### Business Events: Michelle Hamblin

Michelle had no old business to discuss.

### Education Development: Sherron Brown

Sherron had no old business to discuss.

### Social Events: Julie Brindle

Julie had no old business to discuss.

## **New Business:**

### Chair: Marcus Dodson

Marcus provided the DOHR calendar that shows all events DOHR currently has scheduled. He requested that this not be shared outside of the committee, and that it only be used to plan our events.

Marcus provided the draft TGL Strategic Planning SMART goals that were developed in January. This document is for internal review only and should not be shared outside the Steering Committee. There are some questions as to how TGMI, TGEI, and LEAD will all come together to achieve these goals. Marcus will try to get some clarification from DOHR as to how the alumni from all three programs can come together.

The 2017 TGMI Class was increased to 45 participants due to the need for increased capacity. Marcus will work to get a list of class participants and will send it to the Steering Committee members.

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### **TGMI Class of 2017 Dates are as follows:**

Orientation: April 11, 2017

Week 1: May 7-12, 2017 at Fall Creek Falls State Park

\*Alumni cookout will be Tuesday, May 9th

Week 2: June 4-9, 2017 at UT Knoxville

Graduation: June 28, 2017

Marcus, Michelle Smith, and Jason attended orientation and spoke to the incoming class. We are scheduled to speak to the 2017 class during week one on Tuesday, May 9<sup>th</sup> at 3:30 PM. At this point, Marcus and Michelle Smith are planning to attend. If anyone else is interested in attending, let Marcus know as soon as possible. The Alumni cookout is scheduled that same day at 5:30 PM. Marcus will get clarification from DOHR about who is invited and how we can invite alumni. The agenda for week two has not yet been posted. Marcus will reach out to DOHR to make sure we stay informed about our responsibilities for week two at UT Knoxville. Marcus will also check with DOHR on any responsibilities the Steering Committee has for graduation. Last year we were responsible to choosing a gift for all graduates. We might be able to automatically enroll all TGMI graduates into the Blackbelt Program and hand out White belts at graduation.

### Charter Committee: April Romero

April was not available for today's meeting. There was no new business to discuss.

### Communications Committee: Julie Brindle

Julie will be requesting information from class reporters for the summer newsletter soon. If anyone has information they would like in the newsletter, please send it to Julie. February and March's steering committee minutes will be posted to the TGMI site. If anything else needs to be posted, please send it to Julie.

### Community Service: Neru Gobin

Neru was not available for today's meeting. There was no new business to discuss.

### Business Events: Michelle Hamblin

Michelle Hamblin has reached out to Second Harvest regarding the annual business meeting venue. She is awaiting a response from Second Harvest.

We need to start putting together a list of people/agencies we can ask for door prizes for the annual meeting-send any ideas you have to Michelle Hamblin. We will start requesting door prizes in October to ensure we have enough prizes donated for the meeting.

### Education Development: Sherron Brown

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Marcus provided a list of upcoming speakers for this year's lunch-n-learns. Speakers are currently booked for May-November. There are two TGMI sponsored lunch-n-learns scheduled (Director Gwyn in June and John Gabriel in October).

### **Social Events: Julie Brindle**

The goal is to schedule Happy Hours and a Sounds game. Julie will contact Julie Perry, TGEI Chair, to help coordinate joint TGMI and TGEI events to increase participation.

## **Additional New Business, Comments, or Concerns**

### **Signature Event**

TGMI has to plan an annual signature event that combines education, social event, and community service components. Sherron, Julie, and Neru (sub-committee chairs for Education, Social Events, and Community Service) will take the leadership role in organizing this event. Nneka and Michelle Smith have also agreed to help. If anyone has any ideas for the signature event, email them to the group. Marcus will reach out to Julie Perry (TGEI Chair) to see how previous connections to high profile speakers for TGEI's signature events were made.

### **Annual Meeting Survey**

As requested last month, Michelle Smith developed draft survey questions for last year's annual meeting. TGL is currently developing a broad survey for all TGL participants. We will share our survey with Patrice to include in the larger TGL survey. We also should have a survey ready immediately after this year's annual meeting to obtain feedback on the meeting location, food, etc.

### **TGL Annual Conference**

Save the date for this year's TGL Annual Conference on December 6<sup>th</sup>. They have booked some great key note speakers, including Noah Galloway, Spencer West, and Morag Barrett.

## **Adjournment**

The meeting was adjourned at 8:54 AM by Marcus Dodson.